

Tree Commission Meeting Minutes

Wednesday, January 11, 2017 at 4:30 PM

Ed Overland Room, City Hall, 381 E Main St, Stoughton

Members Present: Kevin Short, Dean Tangeman, Keith Kvalheim and Sid Boersma

Absent & Excused: Robert Kardasz and Kendall McBroom

Guest: Ann Cook, Counselor @ Stoughton High School

Staff: Public Works Director Brett Hebert, Street Department Secretary Vickie Erdahl & Forester Randy Nelson

Call to order: Meeting called to order by Short @ 4:40 PM

1) **Communications:**

- *Hebert* 1) reported that 240 ash trees are on the RFP bid for removal and at this time the attorney for review. There was a change to the RFP that the city would like to harvest logs from 23 of the trees. These logs will be taken to the Matson's pit for storage. Cummins has offered to sawyer the wood to use for foot bridges / board walks that will be built around the Virgin Lake Park in Stoughton.

The extra wood will be hauled by the contractor's to Dale Veek's property on Pleasant Hill Road

2) **Forestry Reports:** *No discussion.*

3) **Update on Ordinance 10-2 (d) – Terrace Trees:** *Hebert* reported that he has been working on language changes with the Public Works committee. The Tree Commission committee felt there needed to be more clarification. *Hebert* will work on the clarification and then discuss with the public works committee at their January meeting.

4) **Update - Tree Protection:** *TABELED.* *Hebert* stated that this needs to be completed before the construction bids go out in the spring.

5) **Discussion on Scholarship Program:** *Ann Cook* Stoughton High School Counselor attended this meeting to discuss the various fields / categories that the commission could use to receive applicants for the grant that we would like to give from the donation account. Ms. Cook was also helpful on various methods in which to get the word out to the students that a grant is available. Information that was discussed because we have the option of the school doing the grant for us or doing the grant ourselves (although she would assist if we decided to take that route).

If the grant is done through the school:

- 1) The student is only allowed **one** grant
- 2) The school would do all the work for us
- 3) The school knows the student better and could match them to the criteria that we put into the grant
- 4) Business Office will track the monies involved
- 5) The school also know the GPA of the students
- 6) Deadline is generally the beginning of March
- 7) The school would also advertise the grant

If the grant is done through the commission:

- 1) The student(s) would be allowed to receive a grant from a private entity and also from the school
- 2) The commission would have to do our own advertising – however the school would also help and put it in the newsletter / send out a link to an online application
- 3) The commission would have to screen the applications for qualifications
- 4) The commission would have to develop an application
- 5) The commission would have to handle the financial part of providing the funds (which needs to be checked out with the city Finance Department to see how that would work) and also be responsible for the tracking of the monies.

Nelson suggested we talk with the FFA to help with screening for qualified individuals. The commission was concerned has one advantage the high school counselors have is that they know the students and what their needs are. *Ms. Cook* also made the comment that there isn't a large pool of students at the high school that are going into a forestry area of schooling – suggested using the Environmental Science guidelines. *Ms. Cook* is also willing to have the counselors let us know of students who would qualify in this area.

The commission will be looking into all the options and *Ms. Cook* is going to provide scholarship forms to review.

Motion by Boersma, seconded by Short to make an independent grant available in the amount of \$750.00 for the first year and commission will develop the criteria at the February meeting. Motion carried 4-0.

- 6) **Wood Storage:** *TABELED.*
- 7) **Approval of minutes from December 14, 2016 Meeting:** **Motion by Boersma, seconded by Tangeman to approve the minutes. Carried 4-0.**
- 8) **Ordinance 64-14 – Street Trees:** Committee is going to review the current ordinance to make sure that there are no other necessary changes other than the updates for number of members on the committee and the change from Street Superintendent to the Director of Public Works which city staff will do and bring back to the committee. **This item was placed on the February agenda.**
- 9) **Future Agenda Items:** Scholarship Program, Wood Storage, Tree Protection Zone, Ord. 64-14

Motion by Kvalheim, seconded by Short to adjourn the meeting at 6:15 p.m. Respectfully submitted 1/18/17, Vickie Erdahl - Staff